


**SAMPLE BALLOT  
MUNICIPAL REFERENDUM ELECTION  
TOWN OF HARPSWELL, MAINE  
APRIL 23, 2022**

**Instructions to Voters**

- ♦ TO VOTE, completely fill in the OVAL to the LEFT of your choice(s) like this: 
- ♦ To have your vote count, do not erase or cross out your choice.
- ♦ If you make a mistake, ask for a new ballot.

**Art. 2 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to raise and appropriate \$4,993,250 for:

- (1) General Government (Selectmen and Elected Officials, General Administration including Legal and Risk Management, Memberships, Assessing Office, Tax Collector's Office, Town Clerk's Office, Treasurer's Office, Code Enforcement Office, Planning Office, Employee Benefits, Board & Committees, Cemeteries, Facilities, Vehicles, Properties and Mitchell Field Operations);
- (2) Public Works ( Recycling Center and Transfer Station, Road Maintenance including Snow Removal);
- (3) Protection & Safety (Law Enforcement, Marine Patrol, Municipal Firefighters, Emergency Management, Fire & Rescue Companies, Animal Control including Mid Coast Humane, Harbor Management and Marine Administration, Street Lighting);
- (4) Health & Welfare (General Assistance, Health & Welfare Agencies);
- (5) Cultural & Recreational (Recreation Department and Programs, Orr's Island and Cundy's Harbor Libraries, Community TV, Historical Societies and Other Entities); and
- (6) Special Projects (Aerial Mapping, FEMA & Resource Protection Mapping, Property Tax Assistance and Energy Conservation).

(\$4,723,103 approved in 2021, including \$154,907 for Curtis Memorial Library)

*Recommended by Selectmen  
Recommended by the Budget Advisory Committee*

- ☐ YES  
☐ NO

**Art. 3 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to raise and appropriate \$630,000 for short- and long-term principal and interest payments. (\$310,000 approved in 2021)

*Recommended by Selectmen  
Recommended by the Budget Advisory Committee*

- ☐ YES  
☐ NO

**Art. 4 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to raise and appropriate \$100,000 for the purchase of emergency services vehicles, as determined by the Board of Selectmen, such vehicles to be owned by the Town, and leased to the local Fire Departments that have an Emergency Services Agreement with the Town on such lease terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, with such funds to be held in the Emergency Vehicles Capital Account (an interest-bearing dedicated reserve account) until vehicle purchase; and to authorize that proceeds from the sale of emergency services vehicles owned by the Town be held in the Emergency Vehicles Capital Account. (\$526,162 currently in reserve)

*Explanatory Note:* Part of this appropriation and the full reserve will be expended for the purchase of a new pumper in the amount of \$554,592 to be used primarily by the Orr's-Bailey Islands Fire Department.

*Recommended by Selectmen  
Recommended by Budget Advisory Committee*

- ☐ YES  
☐ NO

**Art. 5 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to (1) raise and appropriate \$350,000 and (2) appropriate \$200,000 from unassigned fund balance for the capital improvement of roads, including, without limitation, drainage improvements, utility relocations, engineering, survey and other related costs, all as determined to be appropriate by the Board of Selectmen.

*Explanatory Note:* These funds are expected to be used for completing Basin Point Road, which is estimated to cost in the range of \$600,000. There is currently \$106,380 in reserve.

*Recommended by Selectmen  
Recommended by Budget Advisory Committee*

- ☐ YES  
☐ NO

**TURN OVER TO CONTINUE VOTING**

**Art. 6 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to appropriate \$200,000 from unassigned fund balance for the Recycling Center capital reserve account to be expended for Phase II of the Recycling Center upgrade with a primary focus on improvements to the building.**

*Recommended by Selectmen  
Recommended by Budget Advisory Committee*

Explanatory Note: Phase II project costs are estimated to be in the range of \$600,000. The Town is building the reserve for a project likely to occur in 2023. There is currently \$241,944 in the reserve.

- ☐ YES  
☐ NO

**Art. 7 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to raise and appropriate \$105,000 for the following capital reserve accounts: \$100,000 for Vehicles and \$5,000 for Boat & Motor Replacement.**

*Recommended by Selectmen  
Recommended by Budget Advisory Committee*

- ☐ YES  
☐ NO

**Art. 8 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to appropriate up to \$45,000 from the Town's Land Acquisition and Town Property Improvement Fund for repairs to the Old Town Meeting House at Harpswell Center including to its cemetery.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 9 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to appropriate \$90,000 from Coronavirus Local Fiscal Recovery Funds (also known as American Rescue Plan Act or ARPA funds) received by the Town from the federal government for planning services to update the Town of Harpswell's Comprehensive Plan, which was last adopted in 2005 and needs to be updated, particularly since the pandemic has accelerated the rate of change and development in the community.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 10 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to appropriate \$25,000 from Coronavirus Local Fiscal Recovery Funds (also known as American Rescue Plan Act or ARPA funds) received by the Town from the federal government for improving and updating the Town's website.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 11 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to appropriate \$25,000 from Coronavirus Local Fiscal Recovery Funds (also known as American Rescue Plan Act or ARPA funds) received by the Town from the federal government for undertaking an analysis of the need for more affordable housing options, both rental and ownership, and exploring options for meeting any identified housing needs.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 12 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to appropriate \$46,000 from Coronavirus Local Fiscal Recovery Funds (also known as American Rescue Plan Act or ARPA funds) received by the Town from the federal government for emergency services purposes: \$10,000 to continue professional consulting services related to improving the emergency communications system and \$18,000 to purchase one cardiac compression machine to be located in the Mid Coast paramedic vehicle and \$18,000 to reimburse the Orr's-Bailey Islands Fire Department for one cardiac compression machine previously purchased.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

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**Art. 13 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to appropriate \$10,000 from Coronavirus Local Fiscal Recovery Funds (also known as American Rescue Plan Act or ARPA funds) received by the Town from the federal government for hiring a consultant to identify a strategy for improving broadband services in Harpswell including evaluating options for improving the level/speed of service available, assessing the role that the Town should play in facilitating improved internet services, and seeking funding opportunities.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 14 - To vote by secret ballot on the following Referendum Question:**

**Shall an Ordinance entitled "2022 Amendments to the Shellfish Ordinance" primarily for creating a new license category be enacted?**

Proposed additions to the ordinance are underlined; proposed deletions are ~~struck out~~.

**301.8 Resident Commercial to Non Resident Commercial License**

The holder of any residential commercial license, who changes their permanent and principal place of residence to a location outside of the Town of Harpswell and who notifies the Town Clerk within 30 days of change, after having resided and held that license in Harpswell for five (5) consecutive or more years from the date of change of residency, may retain their residential commercial license until the first renewal date after the change of residency, when the license holder may obtain a Resident Commercial to Non Resident Commercial License without the need to participate in the new commercial license selection process as described in Section 304.

301.8.1 Notwithstanding the provisions of 1 M.R.S. § 302 or any law to the contrary and regardless of the effective date of this Section 301.8, the date of applicability of this section shall be April 1, 2022, such that license renewals for the year beginning on that date will be affected thereby, to the extent permitted by law.

301.8.2 Any license that expires after having been converted as a result of a change in residency as described above shall, upon reissuance, be allocated to the type of license previously issued using the selection process as described in Section 304.

**302.7 Resident Commercial to Non Resident Commercial License**

License fee shall be set at the same rate as a Non-Resident Commercial License as determined by the Harpswell Board of Selectmen. Reduced rates for ages 65 and older will not apply to this category.

**304.4**

The place of residence of a licensed applicant as stated on any other license is not determinative of the applicant's true place of residence. Before issuance of the license, excluding students, the applicant shall be required to produce three proofs of his/her residence of the types outlined in Title 21-A M.R.S.A. Section

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**TURN OVER TO CONTINUE VOTING**

**Art. 15 - To vote by secret ballot on the following Referendum Question:**

**Shall an Ordinance entitled "2022 Amendments to the Harbor and Waterfront Ordinance" regarding point of access and mooring inspections be enacted?**

Proposed additions to the ordinance are underlined; proposed deletions are ~~struck-out~~.

**4.18.1.1 Point of Access**

The upland area in Harpswell that is used to access a mooring. Which area of land is owned by the mooring owner or by the Town of Harpswell or constitutes a right of way or other property such as a yacht club or other association in which the applicant has rights and/or membership for the purpose of accessing the water. Parcels that are commercially operated may be considered a Point of Access for commercial, service and rental moorings.

**5.2.1 Mooring Inspection Required**

~~Annually, each registered mooring should be inspected by the mooring owner at the mooring owner's expense and must be determined by the mooring owner to be in safe condition. Moorings shall be inspected not less than once every three years. The owner of the mooring shall provide evidence of inspection and/or sign an affidavit indicating that the mooring is in safe and operable condition as inspected by the mooring owner and in accordance with industry standards. (Industry Standard suggestions may be obtained from the Harbormaster's Office).~~ The mooring owner is responsible for the adequacy and performance of all mooring gear, tackle, and maintenance thereof. The Harbormaster has the authority to inspect at any time any mooring and to require any necessary maintenance or replacement of parts or the whole mooring, tackle and/or gear, for which the mooring owner shall be responsible for all costs incurred. Failure to maintain a safe and adequate mooring may result in civil penalties and loss of the mooring permit.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 16 - To vote by secret ballot on the following Referendum Question:**

**Shall an Ordinance entitled "2022 Amendments to the Basic Land Use Ordinance" regarding structure height in the Minimum Lot Standards table be enacted?**

Proposed additions to the ordinance are underlined; proposed deletions are ~~struck-out~~.

	AREAS LOCATED OUTSIDE OF A SUBDIVISION	AREAS LOCATED WITHIN A SUBDIVISION <sup>4</sup>
MIN. LOT SIZE (S.F.) PER DWELLING UNIT	40,000	80,000
ROAD FRONTAGE (FT)	150 <sup>3</sup>	150 <sup>5</sup>
PROPERTY LINE SETBACK (FT)	See Section 11.3.1	See Section 11.3.1
ROAD SETBACK (FT)	See Section 11.3.1	See Section 11.3.1
STRUCTURE HEIGHT (FT)	32 <u>35</u>	32 <u>35</u>

*Recommended by Selectmen*

Explanatory Note: *This amendment corrects the Minimum Lot Standards table to align with the text of the Ordinance as amended in 2021.*

- ☐ YES  
☐ NO

**Art. 17 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to authorize the Board of Selectmen to enter into multi-year agreements, of up to five years, for leasing Town-owned property, at the entrance to Mitchell Field, to entities licensed to do business in the State of Maine on terms and conditions as the Board of Selectmen deems to be in the best interests of the Town.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 18 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to authorize the Board of Selectmen to enter into a multi-year agreement, of up to five years, for providing waste disposal services on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 19 - To vote by secret ballot on the following Referendum Question:**


**To see if the Town will vote to authorize the Board of Selectmen to enter into a multi-year agreement, of up to five years, with Harpswell Community Broadcasting Corporation relating to the use of Town-owned property off Community Drive for community media programming on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town.**

*Recommended by Selectmen*

- ☐ YES  
☐ NO

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**Art. 20 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to authorize the Board of Selectmen to carry over, and assign fund balance accordingly, to the 2023 fiscal year any appropriated but unexpended funds at 2022 fiscal year end, provided that the funds are used for the same purpose as originally appropriated.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 21 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to (1) fix the date of September 15, 2022 as the date when the first one-half of taxes shall be due and payable, with interest on the first installment to start after that date, and the date of December 15, 2022 as the date when the second one-half of taxes are due and payable, with interest on the second installment to start after that date, and to see if the Town will vote to charge a 4% rate of interest on unpaid taxes; (2) authorize the Tax Collector to accept prepayment of taxes not yet committed, as a service to our taxpayers with any excess prepaid over the amount finally committed shall be repaid without interest; and (3) to set the interest rate to be paid by the Town on abated taxes at 4% for the period of assessment and to authorize such interest paid or abatements granted to be appropriated from overlay funds or, if necessary, from unassigned fund balance.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 22 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to authorize and direct the Board of Selectmen, at its discretion, to sell by sealed bid or public auction and to convey by quit-claim deed any real estate acquired from tax sources by the Town, or to convey the property to the prior owner upon payment in full of all taxes, interest and charges incurred by the Town, except that the Board of Selectmen shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s). The Board of Selectmen reserves the right to reject any and all bids.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 23 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to authorize the Board of Selectmen to apply for State, federal (including Community Development Block Grants) and other grants on the Town's behalf for purposes deemed by the Selectmen to be in the best interests of the Town; to accept such grants, including, when necessary, signing contract and related documents and accepting conditions of approval; and to expend such grant funds for any purpose for which the Town has appropriated funds.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 24 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to authorize the Board of Selectmen to spend an amount not to exceed the 2022 budget in 2023 until such time as the 2023 budget is adopted by the 2023 Town Meeting.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**Art. 25 - To vote by secret ballot on the following Referendum Question:**

To see if the Town will vote to authorize the Board of Selectmen to sell by public bid or other competitive process any and all personal property deemed excess by the Board of Selectmen pursuant to such restrictions as the Board of Selectmen may impose.

*Recommended by Selectmen*

- ☐ YES  
☐ NO

**TURN OVER TO CONTINUE VOTING**

**Art. 26 - To vote by secret ballot on the following Referendum Question:**

**To see if the Town will vote to authorize the Board of Selectmen to appropriate amounts not to exceed \$200,000 from Municipal Revenue Sharing, \$2,200,500 from non-property tax revenue sources, \$500,000 of unassigned fund balance and the homestead exemption and BETE reimbursement, estimated to be \$167,463 to reduce the tax commitment.**

*Recommended by Selectmen*

- ☐ YES
- ☐ NO

**END OF BALLOT**